

**Tentative Tour Programme of Tmt.V.Santha,I.A.S.,District Collector,
Perambalur for the period from 01.09.2019 to 15.09.2019**

Date	Time	Venue	Programme	Follow up officer
01.09.2019 Sunday		HQ	Office works	
02.09.2019 Monday		HQ	Vinayakar Chaturthi Government Holiday - Office Works	
03.09.2019 Tuesday	10.00 AM	Camp	PHCs visit	DD(H)
	03.30 PM	HQ	Review of works taken up under SBGF - Concerned HODs	Sec, D.Pt.
	04.00 PM		Review of performance of Anganwadi centers - DD(Health), DSO, RM(TNCSC), PO(ICDS), AD(P&A), EE(RD), Mun. Engineer, AEE of Town Pts. CDPOs, Supervisors Gr. I & Gr.II, Egg supplier and 6 workers from each Block.	PO(ICDS)
	04.30 PM		Review of implementation of Noon Meal Program- PA(NMP), DSO, RM(TNCSC), EE(RD), all AD level officers, Dy.BDOs(NMP), Egg supplier and 6 organizers from each Block.	PA(NMP)
	05.00 PM		Review of progress of PMAY(G), Kudimaramathu works in MI Tanks & Ponds/Ooranies, Water conservation works and other works under JSA, SSG-19 and SBM - EE(RD), all AD level officers, AEEs, BDOs, AE/JEs and Overseers	PD, DRDA
04.09.2019 Wednesday	10.00 AM		Camp	Inspection of Kudimaramathu works taken up by RD & PR Department
04.09.2019 Wednesday	03.30 PM	HQ	Review of all on-going schemes implemented by TANGEDCO and the details of pending applications seeking connections for Government buildings- SE, DE & AEEs of TANGEDCO, PD(DRDA), JD(Agri.), EE(Build), CEO, AD(P.&A.) and PO(ICDS)	AD(P.&A.)
	04.00 PM		Review of performance of AC Excise - AC Excise, DM TASMAL, ADSP(P&EW), DEO & ESO	AC (Excise)
	04.30 PM		Review of performance of Assistant Director of Town & Country Planning, Perambalur - AD(TCP)	AD(P.&A.)
	05.00 PM		Review of NABARD schemes - NABARD schemes implementing officers	PA(D)/ EE , PWD
	05.30 PM		Review of civil works and M & R works done by PWD(Buildings) - DRO, CEO & JD(AH)	

05.09.2019 Thursday	10.00 AM	HQ	Review of Social security schemes of DDAWO, Tahsildars (SSS) and LO(SSS) – DRO, DDAWO, Tahsildars (SSS), LO(SSS) and LDM	SDC(SSS)
	10.30 AM		Review of e-Governance new initiatives – eDM, NIC-DIO & other stakeholders	eDM
	11.00 AM		Review of e-Governance Project and Computerization of Land Records – DRO, RDO, eDM, BM ELCOT, NIC-DIO, AD(Survey), Tahsildars & HSs	PA(G)
	11.30 AM		Survey review - DRO, RDO, AD(Survey), Tahsildars, eDM & HSs	
	12.00 PM		DRA Meeting – Review of PAs, RDO, Tahsildars, HAS & HQDTs	
	01.00 PM		Review of Long pending files: All individual files has to be reviewed	
	03.00 PM		Review on Law and Order - SP, DRO, RDO, DSPs, Tahsildars and Police Inspectors	
	04.00 PM		Road Safety Committee Meeting - SP, DRO, RDO, DSPs, RTO, DE(H), DE(NH), EE(RD), Tahsildars, Police Inspectors, BM, TNSTC and other stakeholders	
	04.45 PM		District Level Steering Committee meeting – SP, DRO, PA(G), DFO, Tahsildars, AD-Survey, DSP, DE(H), EE-WRO, AC-HR&CE, AD(P&A), JD(AH), Mun. Commi. & EOs(TP)	
	05.30 PM		Geology and Mining TFC meeting – SP, DRO, RDO, DSPs, Tahsildars and Police Inspectors	AD (Mines)
06.09.2019 Friday	10.00 AM	HQ	Review of civil works taken up under VP, PU and DP General fund and the works taken up through AD(Pts) & PA(NMP)- EE(RD), all ADs, AEEs(RD), BDOs, AE/JEs, Dy BDOs and Union Overseers	PD,DRDA
	11.00 AM		Review of all Schemes implemented by the DRDA - EE(RD), all ADs, AEEs(RD), BDOs, AE/JEs, Dy BDOs and Union Overseers	
	12.00 PM		Review of performance of all Dy.BDOs – All AD level officers to review their respective Dy BDOs.	
	04.00PM		Discussion with local bodies on the proposal for the formation of new bypass road – DE (H- Project Division), AD(P & A), BDO(VP) and Mun. commi.	AD(P&A.)
	04.30 PM		Pending High court cases and Subordinate court civil cases review - all HODs	PA(G)
	05.00 PM		Kendriya Vidyalaya – VMC meeting – Principal (KVS) and other stakeholders	PA(Dev.)

07.09.2019 Saturday		HQ	Office works		
08.09.2019 Sunday		HQ	Office works		
09.09.2019 Monday	10.00 AM	HQ	Review of pending GD / CM Cell / etc Petitions - all HODs, Tahsildars, BDOs, MC & EOs(TP)	SDC (SSS)	
	10.15 AM		Review of redressal of complaints received through Toll Free No.1800 425 4556		
	10.30 AM		Receiving Grievance Day Petitions		
	03.30 PM			Review of performance of Agricultural Dept. officials - JD(Agri), DD(Horti), EE(AED) and DD(AB)	PA (Agri.)
	04.00 PM			Coordination meeting regarding desilting of channels & water bodies, Kudimaramath, Watershed works, Checkdam M&R - DRO, PA(G), PA(Agri), AD(Mines), AEE- WRO, AD(P&A) & All Tahsildars	PA (G)
	04.30 PM			Water supply co-ordination meeting - EEs(TWAD), DE(TANGEDCO), BDOs(VP), MC & EOs(TP)	AD (P&A.)
	04.45 PM			Water quality meeting - EEs(TWAD), District Epidemiologist, BDOs(VP), MC & EOs(TP)	
	05.15 PM			Review of performance of Officers who have been entrusted to ensure the construction of housing works under PMAY- RD Zonal Officers, BDOs(BP) &(VP), Engineers, Overseers, DyBDOs, RIs and other officers concerned	PD, DRDA
	05.30 PM			Review of RD Zonal Officers	
10.09.2019 Tuesday		HQ	Muharram - Government Holiday		
11.09.2019 Wednesday	FN	Camp	MCP - Melapuliyur(West) village in Perambalur Taluk	SDC (SSS)	
	04.00 PM	HQ	District Level Vigilance and Monitoring Committee meeting under SC and ST (POA) Rules-1995 - DADWO and other members	DADWO	
	05.00 PM		Meeting of District Level Coordination Committee for Seventh Economic Census - DD(Statistics) and other members	DD (Statistics)	
12.09.2019 Thursday	10.00 AM	Camp	Alathur Block office cursory inspection	PA(D)	
	02.30 PM	HQ	High risk referral review -JD(HS), DD(HS), CeMONC Chief, PHC Doctors, SHNs and CHNs	DD(HS) / PA(D)	
	03.00 PM		Maternal death audit -JD(HS), DD(HS), CeMONC Chief, PHC Doctors, SHNs, CHNs and spouse or relatives of the deceased		

	03.30 PM		Infant death audit - JD(HS), DD(HS), CeMONC Chief, NICU chief, PHC Doctors, SHNs, CHNs and parents of infant	
	04.00 PM		Family welfare review -JD(HS), DD(HS), DD(FW), CeMONC Chief, PHC Doctors, SHNs,CHNs and FW Counselors	
	05.00 PM		Review of 108 Ambulance performance -108 District coordinator	
13.09.2019 Friday	10.30 AM	Camp	Government Headquarters Hospital inspection cum review	JD (HS) & PA(D)
	03.30 PM	HQ	Review of performance of BC &MBC hostel wardens-DRO, all DCs, ,EE(RD), AD(P&A), & Wardens	DBCWO
	04.00 PM		Review of performance of ADW hostel wardens-DRO, All DCs, EE(TAHDCO), EE(RD), AD(P&A) & Wardens	DADWO
	04.30 PM		Review of schemes implemented by DBCWO - JR(COOP) & DBCWO	DBCWO
	05.00 PM		Review of schemes implemented by DADWO - DADWO & EE(TAHDCO)	DADWO
14.09.2019 Saturday		HQ	Office works	
15.09.2019 Sunday		HQ	Office works	

District Collector,
Perambalur.

To

All Officers Concerned.

Note:

- 1 All HODs are requested to convene the meeting of district level mission / committee, general body meeting, etc., regarding the schemes implemented by their department along with their regular monthly review meeting itself with prior permission.
- 2 The review booklet shall have action taken report of previous review meeting and inspection notes of the District Collector.
- 3 The DO letters received by Collector regarding a department, special /discuss papers if any shall be reviewed in the same meeting
- 4 Petitions received through all types of grievance redressal mechanisms like CM Cell, Monday petitions, etc., shall also be reviewed in the same meeting (list of such backlog shall be taken from SDC(SSS) and not the concerned department's list)